

City Auditor's Office

Leslie Ward, City Auditor

Mission

The City Auditor's Office strives to promote honesty, efficiency, effectiveness and accountability in city government. We accomplish our mission by conducting audits under authority of the City Charter, to determine whether city activities and programs comply with applicable laws, achieve intended results and benefits, use resources economically and efficiently, and operate with adequate systems of internal control.

Summary of Operations

We provide objective information and recommendations through performance audits, interim reports and memoranda, and reviews of proposed legislation. We select audit topics through management requests, city council requests, and an annual audit plan based on assessment of risks and approved by the Audit Committee. Our recommendations address safe-guarding assets, streamlining processes, monitoring and reporting, compliance, revenue collection, and contract management.

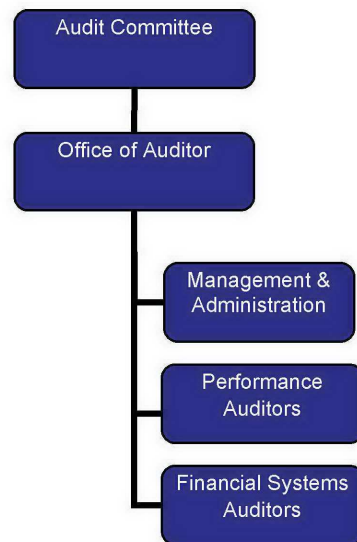
In FY09, we've released or plan to release the following audit reports and memoranda:

- Police Department Sworn Staffing
- Office of Fleet Services
- Traffic Tickets
- Follow-up on FY07 Management Letter Recommendations
- City Council Expenditures
- Department of Corrections
- Police Patrol Officer Availability
- Department of Watershed Management Performance Review (KPMG)
- Review of City Funding for Brand Atlanta
- Department of Watershed Management Back Billing Process
- Airport Terminal Leases
- Department of Watershed Management Customer Information System
- We also participate in the steering committee for the City's Integrity Line, by monitoring complaints and their resolution and conducting investigations.

Audit Committee

The City Auditor reports to an audit committee comprising 3 citizens appointed by the City Council; the Council President or representative; and the Mayor or representative. All citizen members are financial or audit professionals. The committee provides technical assistance and oversight of the city's audit function; reviews and approves the audit plan and draft audit reports; and monitors the external audit of the city's financial statements and internal controls over financial reporting.

Organization Chart



FY09 Summary of Accomplishments & FY10 Proposed Program Highlights City Auditor's Office

FY09 Accomplishments:

- ❖ The office received national recognition for our audit work. The Association of Local Government Auditors (ALGA) awarded us the Knighton Award for our report, "Review of the Oracle ERP First Payroll Run," recognizing it as the best audit of 2008 by a medium-sized audit organization.
- ❖ We consolidated office space and some administrative support functions with the Ethics Office. This should continue to generate efficiencies in use of staff and office equipment.

FY10 Proposed Program Highlights

- ❖ Audits planned for FY10 include the City's Cost Allocation Plan, Public Safety Facilities Improvement Program, and IT General Controls. Other audits will be added based on risk assessment, as resources permit.
- ❖ The office will undergo its second external quality assurance review or "peer review." Auditors from other local governments will review our policies and procedures and our audit process for compliance with government audit

standards. The standards require a peer review every 3 years. Our first review in FY07 judged the office to be in full compliance with standards.

- ❖ We will develop a comprehensive web site to facilitate external communication with Atlanta citizens and other stakeholders, as well as internal communication with City departments undergoing audits and implementing recommendations. We expect to improve distribution of our reports; streamline the exchange of information during audits; reduce printing costs; and lessen administrative tasks in the audit process.



FY10 Budget Highlights Department of Internal Audit

Section 1

Department Summary	FY08 Actual	FY09 Budget	FY10 Budget	Variance (FY09 to FY10)
Personnel	\$ -	\$ 960,791	\$ 831,246	\$ (129,545)
Operating	\$ -	\$ 51,130	\$ 84,548	\$ 33,418
Total Budget	\$ -	\$ 1,011,921	\$ 915,794	\$ (96,127)

Section 1.a

Personnel Cost Highlights	FY08 Actual	FY09 Budget	FY10 Budget	Variance (FY09 to FY10)
Salary - Full Time	\$ -	\$ 801,602	\$ 710,758	\$ (90,844)
Salary - Part-Time & Temporary	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -
Health Benefits	\$ -	\$ 74,684	\$ 64,940	\$ (9,744)
Pension	\$ -	\$ 84,504	\$ 55,548	\$ (28,956)
Other Personnel	\$ -	\$ -	\$ -	\$ -
Total Personnel	\$ -	\$ 960,791	\$ 831,246	\$ (129,545)

Section 1.b

Operating Cost Highlights	FY08 Actual	FY09 Budget	FY10 Budget	Variance (FY09 to FY10)
Consulting & Contracted Serv.	\$ -	\$ -	\$ 33,000	\$ 33,000
Repair & Maintenance	\$ -	\$ -	\$ 2,600	\$ 2,600
Communications	\$ -	\$ 500	\$ 3,200	\$ 2,700
Professional Development	\$ -	\$ 27,240	\$ 20,180	\$ (7,060)
Supplies	\$ -	\$ 11,958	\$ 9,140	\$ (2,818)
Utilities, Energy	\$ -	\$ -	\$ -	\$ -
Small Equipment (< \$5,000)	\$ -	\$ 4,370	\$ 4,643	\$ 273
Capital (≥ \$5,000)	\$ -	\$ -	\$ 6,000	\$ 6,000
Motor Equipment	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -
All Other Line Items	\$ -	\$ 7,062	\$ 5,785	\$ (1,277)
Total Operating	\$ -	\$ 51,130	\$ 84,548	\$ 33,418

4.27.09



FY10 Budget Highlights Department of Internal Audit

Section 2

Authorized Position Count	FY09	FY10	Change
Full-Time	10	8	-2
Sworn	0	0	0
Civilian	0	0	0
Total	10	8	-2

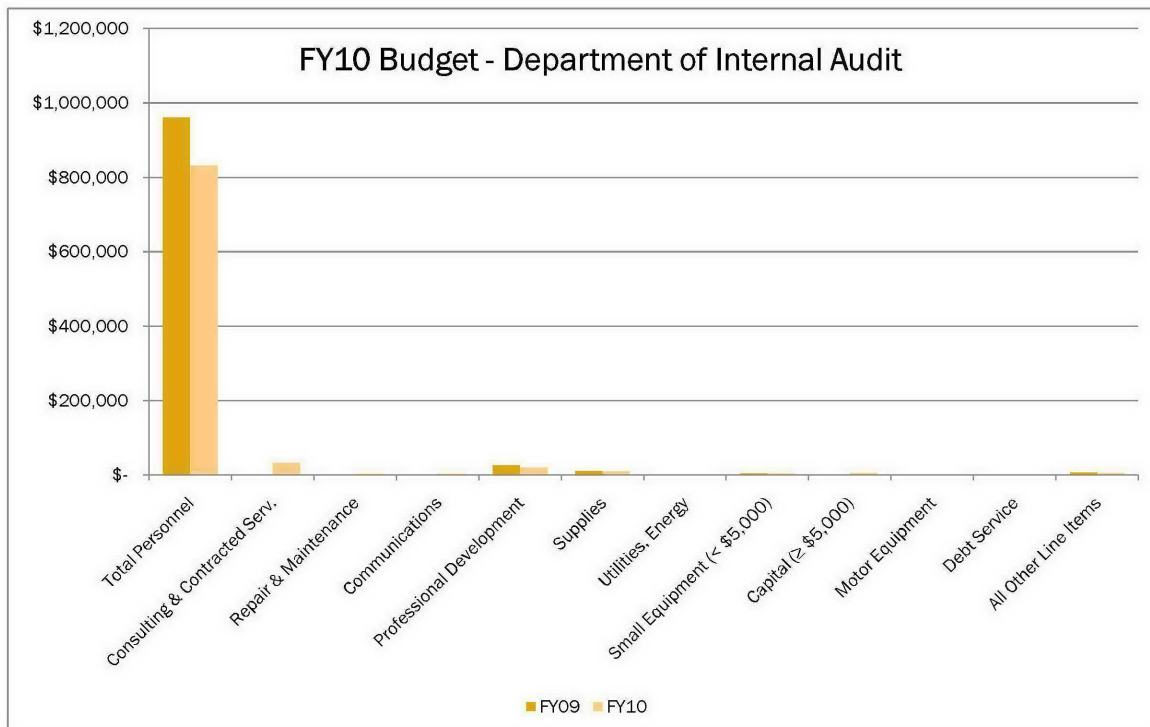
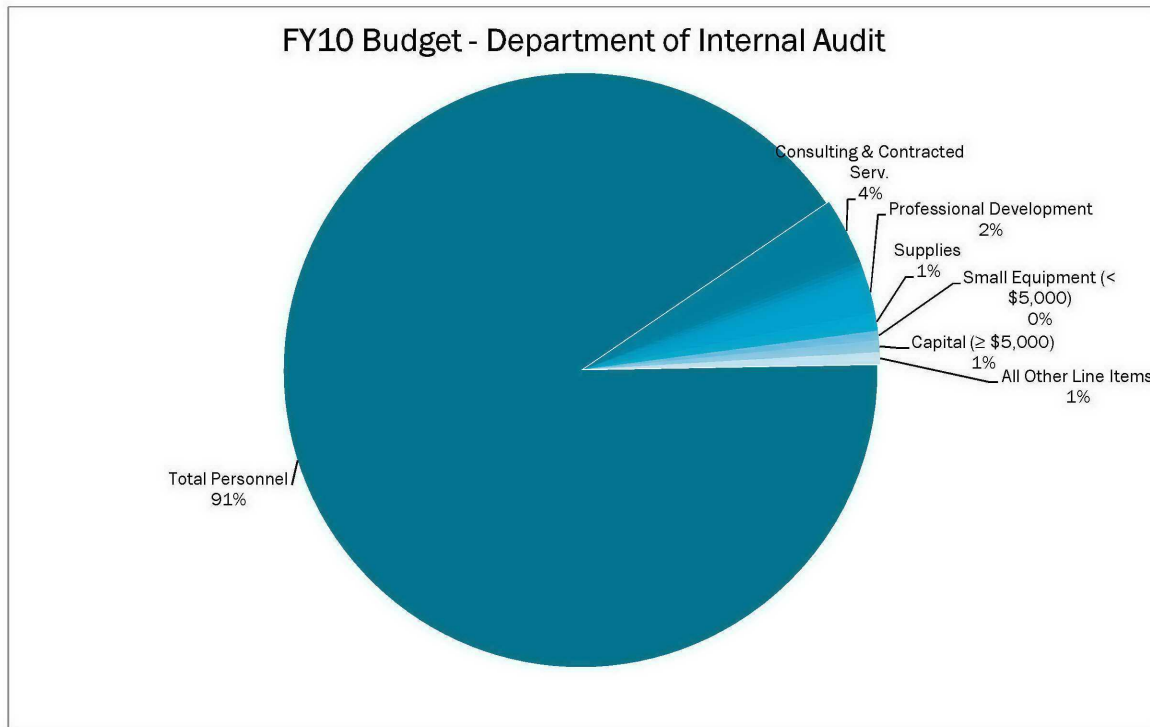
Section 2.a

Personnel Cost Highlights	Variance (FY09 to FY10)	Explanation
Salary - Full Time	\$ (90,844)	Decrease in cost due to annualizing FY09 position reductions.
Salary Part-Time	\$ -	
Overtime	\$ -	
Health Benefits	\$ (9,744)	Decrease due to FY09 position reductions
Pension	\$ (28,956)	Decrease due to FY09 position reductions and reduction in pension rate
Other Personnel	\$ -	
Total Personnel	\$ (129,545)	

Section 2.b

Operating Cost Highlights	Variance (FY09 to FY10)	Explanation
Consulting & Contracted Serv.	\$ 33,000	Actual appropriations of \$17,350 for FY09 listed in former location. Additional increase for peer review and website development.
Repair & Maintenance	\$ 2,600	Increase due to increase service calls because of aging copier and network printer.
Communications	\$ 2,700	Increase due to outsourced report printing
Professional Development	\$ (7,060)	Decrease due to more training obtained locally or in-house
Supplies	\$ (2,818)	Decrease due to reduced paper usage and fewer subscriptions
Utilities, Energy	\$ -	
Small Equipment (< \$5,000)	\$ 273	Increase due to replacement of PC monitors and chairs
Capital (≥ \$5,000)	\$ 6,000	Increase due to replacement of conference room furniture
Motor Equipment	\$ -	
Debt Service	\$ -	
All Other Line Items	\$ (1,277)	Change due to normal operation variances
Total Operating	\$ 33,418	

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FY10 BUDGET SUMMARY BY DEPARTMENTAL OFFICE

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